

## Recreation Meeting Minutes: 5-4-20

Meeting began at 6:05pm

Recreation Commission: Drew McMorrow, Mark Spears, Amy Smack, Courtney Bittelari, Lynette Kelleher

Mosquito: Sarah Hart

Guests: David Weiner, John Troast, Jack Troast, Kathy Keller, Dana Booth and Annette

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### Agenda Topics:

1. Review of Meeting Minutes from 3/2/20
  - a. *Motion: Amy made the motion to accept the April 15, 2020 Meeting Minutes. Lynette seconded. All in favor: Yes*
2. Tennis Courts
  - a. The Board of Health sent an email to Holly stating that the "BOH issued an Order on May 2, 2020 closing the tennis courts to non-residents, requiring all users to maintain Social Distancing while on or near the courts, and prohibiting use of the courts for lessons not authorized by the Recreation Dept. This was also a recommendation from the LEPC. The BOH would like the Recreation Dept. to decide on how best to implement the Order since the courts are under its jurisdiction."
  - b. Amy and Holly will work together to draft a temporary sign particular to the concerns with COVID-19 and the use of the tennis courts
  - c. Amy also mentioned that she spoke with both Peter Best and David Weiner regarding a permanent sign to assist with on-going issues relative to the use of the courts. Coaches from other towns have been seen using the courts for several hours to teach private tennis lessons.
    - i. Amy and Holly will draft a permanent sign to address the on-going issues on the tennis courts.
  - d. David Weiner is a resident that has volunteered his time for several years to assist with the maintenance of the tennis courts. David has repaired/replaced wind screens, removed leaves and maintained the courts as needed.
  - e. David mentioned that since the Recreation Department has repaired/repainted the tennis courts they use of the courts has increased considerably.
  - f. David removed the wind screens that were damaged on the courts as well as leaves/debris from the fall and winter. David inquired if DPW could assist with the removal of these items. Holly will contact Gary Davis to see if his crew could assist with this request.
  - g. The first court could be repaired but overall the courts are in good shape.
  - h. David mentioned that he is aware of many private tennis courts in Carlisle and perhaps the Recreation Department could work with residents to see if they would be willing to open up the courts to residents at certain times throughout the week.

- i. Recreation could set this up in the same way resident pools are used for the summer program.
  - i. Amy asked David if she thought Recreation should post a sign requesting residents to schedule time to use the courts. David did not think this was necessary.
  - j. Mark suggested putting up combination locks and having people contact the Recreation Office to use the courts.
  - k. It was decided that we would first post the sign and monitor the situation and if something further needs to be done it can be discussed at that time.
3. Community Center
- a. John Troast from the Historical Society joined the meeting to discuss concerns that the "Society has physical evidence and extensive documentation suggesting that the Mosley-Goff property and northern portion of the Banta Davis Land may be sites of Native American cultural and archaeological significance."
  - b. Drew first mentioned that the Community Center project has long been an objective for the Recreation Commission to provide the need for indoor dedicated space for programming. Council on Aging has initiated the project to include the Recreation Commission and the Recreation commission has supported this vision. If this project was to move forward, the appropriate steps would take place with both the Planning and Zoning boards involved.
    - i. The Recreation Commission has suggested that other locations such as Spalding Field be considered for the site as the proximity to the school is important for students to have easy access to the Community Center.
    - ii. Spalding Field was discussed with the School Committee, however, the School Committee rejected the idea out of concern for the impact it may have on their Physical Education program.
  - c. John Troast sent Holly an overview and brief history of the program. This email was forwarded to the members of the Recreation Commission. In 1920, evidence of Native American artifacts had been found by Edgar St. Clair Davidson on his fields. These items have been donated to the Historical Society.
  - d. The Historical Society is encouraging further study of this site prior to the build out of the Community Center. This study would involve analyzing the site where artifacts were found by doing test pits. To survey the property, a grid would be set up and samples of 10 - 20 squares would be analyzed. If evidence was found from this initial study then a larger scale study would be implemented for an archeological dig.
  - e. Drew suggested that the Historical Society reach out to the Community Preservation Committee to request funds for the study. The Community Center Advisory Board still has many steps to take before the Community Center plan will be in place.
  - f. Kathy Keller mentioned that she has reached out to the Massachusetts Historical Society to look for resources at the State level and to make them aware of the site. Once Kathy hears back from the State, they can gauge their interest in the site and inquire about how best to proceed with a site evaluation.

- g. The Recreation Commission encourages the study for historical purposes and to assess what the Town's options are for the future site of the Community Center.
- 4. Liaison Reports
  - a. With the COVID-19 crisis, the Recreation Commission needs to appoint a liaison to the Board of Health. Lynette has agreed to be the BOH liaison.
  - b. Master Planning: Amy is working with David Freedman and plans to meet with both Drew and Holly to discuss sections of the Master Plan.
  - c. There are no other updates on liaison reports.
- 5. Dog Park
  - a. Drew and Courtney are planning to meet with the Planning Board on May 18th to provide a general presentation of the Dog Park and to ask about abutters to the project.
- 6. Budget Update regarding 5% Reduction.
  - a. FinCom sent out informational guidelines on the request to reduce the FY21 budget by 5%. The Finance Committee plans to schedule 20 minute meetings with departments on May 11 and/or May 12 to discuss the 5% budget reduction.
    - i. Drew will speak with the Finance Committee to discuss the 5% budget reduction for FY21.
  - b. At the Recreation Meeting on April 15, it was discussed that the General line item could be decreased by \$4000 and that the overall budget decreased from FY20 to FY21.
  - c. Since the sport organizations are all on hold due to the COVID-19 crisis, we may be able to decrease the field maintenance budget since the fields are not getting the normal seasonal use.
    - i. However, this also may also be a good time to repair high use areas.
    - ii. It is expensive to remove weeds from the infields. This maintenance item could be suspended until the fields are back in play.
  - d. Mark will contact Michael Hightower to discuss what items in the contract could be deferred until later in the season.
- 7. Spalding Study
  - a. Drew has been working on organizing the bids.
  - b. However, due to the unforeseen circumstances with the COVID-19 crisis, many companies are not operating at full capacity and if we schedule the project now, the project could be rushed.
  - c. Drew is going to inquire about what is needed to request an extension on the completion of the study.
- 8. Summer Program
  - a. Amy and Holly attended the Board of Health meeting on April 28, 2020 to discuss the Summer Program.
  - b. At this time, the BOH is waiting for guidelines from the State and does not have answers at this time.
  - c. The BOH does support the summer program and wants to see the program.
  - d. Holly and Amy will attend a BOH meeting later in the month to inquire about any new guidelines that may be in place with regard to summer recreation programs.

- e. The School Committee did meet last week and the Recreation Summer Program listed as an agenda item. The School Committee is also in support of running the summer program.
  - f. Amy mentioned that a virtual camp option is not something that is feasible. Courtney also mentioned that a virtual program may be too much for parents to manage with small children as everything is currently virtual.
  - g. Drew asked what our position is with the summer program. Do we air on the side of caution or move forward as it does offer an outlet for childcare.
  - h. Drew feels having the program indoors beginning on June 29th may not be possible and suggested having tents set up on Spalding field to host the summer program.
    - i. This is an added expense to the program but funds are available in the revolving account to support this option.
    - ii. Mark was concerned that this may cause the Summer Program to lose money. However, Drew thought this may be the one year that we have to take the financial loss.
    - iii. Courtney mentioned Patrick Murphy, who is a resident in town and owns a company that could provide tents. Holly will reach out to Patrick to inquire about the possibility of setting up tents on Spalding Field to operate the Summer Fun program.
  - i. Holly mentioned that this year, the swim portion of the program would not take place as it is too difficult to social distance children in the van when transporting to and from the pool.
  - j. Holly also suggested dividing the children by age into groups of 10. Throughout the day, the groups would move to different stations of activities such as games, crafts, tennis, etc.
  - k. Depending on the guidelines from the State and the BOH, if we are permitted to run the summer program, will take the proper steps needed to run the program. All will most likely depend on if the stay at home order is lifted, case numbers have decreased, and what the requirements may be for sanitation and testing.
  - l. The Recreation Department will not be able to guarantee a lack of exposure but will follow the necessary steps required if summer programs are permitted.
9. Other Business
- a. None

Next Meeting: Monday, June 1, 2020 at 6:00pm